

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

**DEPARTMENT OF BUSINESS REGULATION**

**DIVISION OF DESIGN PROFESSIONALS**

**1511 PONTIAC AVENUE, BLDG. 68-2**

**CRANSTON, RI 02920**

**(401) 462-9594**

**Fax: (401) 462-9532**

**[www.bdp.state.ri.us](http://www.bdp.state.ri.us)**

**MINUTES**

**BOARD OF EXAMINATION AND**

**REGISTRATION OF ARCHITECTS**

**DATE: August 13, 2008**

**PLACE: Department of Business Regulation (DBR)**

**1511 Pontiac Avenue, Bldg 69-2 Conference Room**

**Cranston, RI 02920**

**MEMBERS PRESENT: Dana A. Newbrook, Wilbur E. Yoder, James R. Carlson, Joseph A. Cirillo and Barbara Feibelman**

**MEMBERS ABSENT: None**

**OTHERS PRESENT: Richard W. Bernstein, DBR Executive Counsel**

**Dawne Broadfield, Board Executive**

**CALLED TO ORDER: Chair Newbrook called the meeting to order at 1:03 p.m. to commence Board business.**

**Attorney Bernstein left at 1:47 p.m.**

## **MINUTES OF THE MEETING OF THE BOARD**

**(1) Vice-Chair Yoder moved to approve the open meeting minutes of July 16, 2008 as published. Mr. Cirillo seconded. Motion approved.**

**(2) Vice-Chair Yoder moved to approve and seal the executive session meeting minutes of the July 16, 2008 as published. Mr. Cirillo seconded. Motion approved.**

## **EXECUTIVE SESSION**

**(1) Secretary Carlson moved to convene into executive session at 1:04 p.m. pursuant to RI General Laws, §42-46-5 (a)(2) for sessions or work sessions pertaining to collective bargaining or litigation and §42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Vice-Chair Yoder seconded. Motion approved.**

**(2) Secretary Carlson moved to adjourn from executive session and to reconvene to an open meeting at 1:33 p.m. pursuant to R.I.G.L. §42-46-4. Vice-Chair Yoder seconded. Motion approved.**

**(3) Secretary Carlson moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Vice-Chair Yoder seconded. Motion approved**

to close Custom Design, File #2007-5.4, (2007-08 Yellow Book, 2006-07 Yellow Book). Motion approved.

(4) Secretary Carlson moved pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Vice-Chair Yoder seconded. Motion approved.

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## **OLD BUSINESS**

(1) Discussion on Proposed Amendments to the “Rules and Regulations” – Changes and Possible Increase of Fees

(A) The Board is continuing reviewing the “Rules and Regulations” for pertinent changes needed.

(B) At the last meeting, Attorney Bernstein, on behalf of the Director, asked the Board to consider updating and revising their fees in the Rules and Regulations, Section 9.12.

Based on discussion at the last meeting, Mrs. Broadfield gathered the individual registration renewal fees from the surrounding New England States including New York and Delaware.

Secretary Carlson moved that the Board increase the individual

renewal fee to \$75 per year - \$150 biennial. Mr. Cirillo seconded. Discussion arose. Ms. Feibelman suggested that the Board look at all of the fees in Section 9.12. Secretary Carlson rescinded his motion for further research on what all of the fees are for the surrounding New England States including New York and Delaware.

(C) At the last meeting, the Board requested a financial report of income vs. expenses for the Architect Board from DBR. That information was not provided at this meeting and has been continued to the next meeting. Ms. Broadfield will work with Mr. Riggs to provide that information.

(2) Sanderson Association Medical Facility in Smithfield, RI – Review of David W. Fish agreement.

Secretary Carlson is the investigator. Per the final “Settlement Agreement”, the next report is due from Mr. Fish on September 26, 2008. This has been continued until that date.

### **(3) Record Retention Schedule**

The Boards will continue working with Shirley DosSantos, Project Coordinator, DBR, on developing a record retention schedule.

(4) Meeting with the Board(s), State Building Code Commissioner, and the Building Officials – (Held Annually in September)

**Chair Newbrook and Secretary Carlson will work with Mr. John P. Leyden, CBO, State Building Code Commissioner, to schedule a meeting at the Building Officials meeting held on the last Wednesday of the month at the Department of Administration (DOA).**

#### **BLUE BOOKS (RECIPROCITY)**

**(A) Secretary Carlson moved to approve the following Blue Books as submitted with an expiration date of December 31, 2009. Vice-Chair Yoder seconded. Motion approved.**

- (1) BURSE, John (8) LAGERBERG, Eric**
- (2) CARRINGTON, K. Daryl (9) MELLOWES, James**
- (3) FIELD, John A. (10) POISSON, Bryan D.**
- (4) GARCIA, Albert J. (11) RYALL, William S.**
- (5) GIORGI, Barry L. (12) STEWART, Jeffrey A.**
- (6) GLEASON, III, James Benedict (13) TURNER, James Edward**
- (7) GORDON, William B. (14) WALLACE, Jr., David L.**

#### **BLUE BOOK (REINSTATEMENT)**

**(A) Vice-Chair Yoder moved to approve the reinstatement of the Blue Book as presented with an expiration date of December 31, 2009. Secretary Carlson seconded. Motion approved.**

- (1) KOBUS, Richard, #2195**

## **CERTIFICATES OF AUTHORIZATION (COA) APPLICATIONS (See Attached List)**

**(A) Secretary Carlson moved to approve the applications for the Certificates of Authorization for the Sole Proprietorships for R. Wyatt Leonard, Architect and Alexander H. MacLeod as submitted. Vice-Chair Yoder seconded. Motion approved.**

**(B) Secretary Carlson moved to approve the applications for Certificates of Authorization for the Limited Liability Companies (LLC) for Archiplex Group, Inc.; Mitchell Studio, LLC and Diebboll Architects, PLLC as submitted. Vice-Chair Yoder seconded. Motion approved.**

**(C) Secretary Carlson moved to approve the Name Change for the application for Certificate of Authorization for the Corporation for Perkins + Will, Inc; A-14,318, as submitted. The former name was Perkins & Will, Inc. Vice-Chair Yoder seconded. Motion approved.**

**(D) Secretary Carlson moved to approve the applications for Certificates of Authorization for the Corporations for Guzman Prufer, Inc. and STV Architects, Inc. as submitted. Vice-Chair Yoder seconded. Motion approved.**

**(E) Secretary Carlson moved to deny the application for Certificate of Authorization for the Limited Liability Company for Reprise Design**

**PLLC as submitted for failure to provide the Board with a “Certificate of Good Standing” issued by the Rhode Island Secretary of State’s office and the application for Certificate of Authorization for the Corporation for O’Sullivan Architects, Inc. as submitted for failure to provide the Board with a “Certificate of Good Standing” issued by the Rhode Island Secretary of State’s office. Vice-Chair Yoder seconded. Motion approved.**

**(F) Polshek Partnership, LLP submitted a “Certificate of Good Standing” issued by the Rhode Island Secretary of State’s office in the incorrect name of Polshek Partnership Architects, LLP. Polshek Partnership, LLP explained that they operate under both names. Based on the information submitted, Secretary Carlson moved to send a letter to Polshek Partnership, LLP to either obtain a Certificate of Authorization in both names or to choose only one name and submit a “Certificate of Good Standing” issued by the Rhode Island Secretary of State’s office in the name chosen. Vice-Chair Yoder seconded. Motion approved.**

## **NEW BUSINESS**

### **(1) Certificates of Authorization (COA)**

**(A) Mrs. Broadfield told the Board that she is getting ready to prepare the COA renewal application package for mailing the first week of**

**October 2008. In light of attempting to save money, the COA renewal application package will be streamlined and that the COA renewal applications will be printed in-house instead of sending it to the printer. Mrs. Broadfield asked if the gold expiration sticker that is placed on the wall certificate was still necessary. After discussion, the Board decided that the gold sticker is still necessary since the older certificates already have one on it.**

**(B) Discussion occurred about the benefit to require the COA. It would make sense if the COA required that the firm carry liability insurance. Then it would be a benefit to the public. Secretary Carlson seriously felt that this Board should tell the Rhode Island Secretary of State to decide what they want to do about the COA because the COA has no effect on the practice of architecture. COA's are not safeguarding the public in any way. If the Rhode Island Secretary of State wants to safeguard the public, they would have to institute required liability insurance coverage, which this Board would endorse.**

**This has been continued to the next meeting.**



## **ADJOURNMENT**

**Chair Newbrook informed the Board that the next Board meeting is scheduled for September 10, 2008 at 1:00 p.m. at 1511 Pontiac Avenue, Conference Room 69-2, Cranston, RI 02920. Vice-Chair Yoder moved to adjourn the meeting at 2:07 p.m. Mr. Cirillo seconded. Motion approved.**

**Respectfully submitted,**

**Dana M. Newbrook, NCARB, AIA**

**Chair**

**DMN/dmb**

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**C. O. A. APPLICATIONS**

**Board Meeting of AUGUST 13, 2008**

**SOLES**

**R. WYATT LEONARD, ARCHITECT - 0 - APPROVED – 08/13/08**

**ALEXANDER H. MACLEOD - 0 - APPROVED – 08/13/08**

**LIMITED LIABILITY PARTNERSHIP**

**POLSHEK PARTNERSHIP, LLP 08/13/08 – LETTER TO BE SENT TO**

**EITHER**

**RI Sec. of State Good Standing received in different name OBTAIN A  
CERTIFICATE OF AUTHORIZATION IN**

**Name added “Architects” BOTH NAMES OR CHOOSE ONLY ONE  
NAME.**

**Email clarification rec’d**

**In what name will the Cert. of Authorization be issued.**

**LIMITED LIABILITY COMPANIES**

**ARCHIPLEX GROUP, INC. \$100. APPROVED – 08/13/08**

**MITCHELL STUDIO, LLC \$100. APPROVED – 08/13/08**

**DIEBBOLL ARCHITECTS, PLLC \$100. APPROVED – 08/13/08**

**CORPORATIONS**

**GUZMAN PRUFER, INC. \$100. APPROVED – 08/13/08**

**PERKINS + WILL, INC. \$50. APPROVED – 08/13/08**  
**A-14,318 – Name Change From: Perkins & Will, Inc.**  
**Change in Business Structure – Add Dana Anderson**  
**In Responsible Control**

**STV ARCHITECTS, INC. \$100. APPROVED – 08/13/08**

## **DENIAL**

**O’SULLIVAN ARCHITECTS, INC. DENIED – 08/13/08**  
**No Response to Request for “Cert. of Good Standing”**  
**From RI Secretary of State**

**REPRISE DESIGN PLLC DENIED – 08/13/08**  
**No Response to Request for “Cert. of Good Standing”**  
**From RI Secretary of State**

**08/13/08**